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UNITED STATES DEPARTMENT OF AGRICULTURE

AGRICULTURAL ADJUSTMENT ADMINISTRATION

INSTRUCTIONS FOR HOLDING REFERENDUM ON
BURLEY TOBACCO MARKETING QUOTAS

(Pursuant to the Agricultural Adjustment Act of 1938, as amended)

Pursuant to section 312 of the Agricultural Adjustment Act of 1938, as amended, the Secretary of Agriculture is directed to conduct a referendum of farmers who were engaged in the production of Burley tobacco in 1937 in order to determine whether they favor or oppose marketing quotas with respect to Burley tobacco during the marketing year beginning October 1, 1938.

It should be clearly understood that a farmer to vote in the referendum must be eligible. Burley tobacco marketing quotas will be effective if two-thirds or more of the Burley tobacco farmers voting in the referendum favor them. The Secretary of Agriculture is directed to proclaim the result of the referendum not later than 45 days after the enactment of subsection (f) of said section 312.

The following forms will be used:

Tobacco 213—"Notice—Burley Tobacco Marketing Quota Referendum."

38-AAA-1-C—"Instructions for Holding Referendum on 1938 Burley Tobacco Marketing Quotas."

Tobacco 214—"1938 Burley Tobacco Marketing Quota Referendum Ballot."

Tobacco 215—"Register of Ballots—1938 Burley Tobacco Marketing Quota Referendum."

Tobacco 216—"Community Summary of 1938 Burley Tobacco Marketing Quota Ballots."

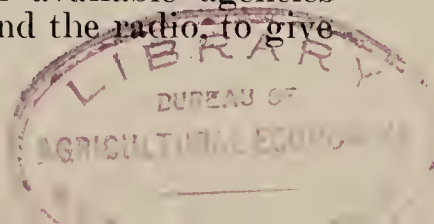
Tobacco 217—"County Summary of 1938 Burley Tobacco Marketing Quota Ballots."

Tobacco 218—"State Tabulation of 1938 Burley Tobacco Marketing Quota Ballots."

A. GENERAL INSTRUCTIONS TO COUNTY COMMITTEES

The county committee of the County Agricultural Conservation Association (hereinafter referred to as the county committee) shall be responsible for and in charge of the referendum on marketing quotas for Burley tobacco, which will be held in the county on Saturday, April 9, 1938, and it shall:

1. Designate a readily accessible place for balloting in each community and give public notice of the time and place for balloting by posting the appropriate notice form at least 5 days in advance of the voting day in one or more public places within each community. Make use (without advertising expense) of all available agencies of public information, including both the press and the radio, to give



farmers in the county full and accurate notice of the day and hours of voting, the precise location of polling places, and the basis of eligibility to vote. Public notice should in all cases be given as soon as practicable after conditions of holding the referendum have been determined but must in every instance be given at least 5 days in advance of the date of the referendum.

2. Designate in each community three local farmers as members of the community referendum committee to be in charge of holding in the community the referendum on Burley tobacco marketing quotas. One of the members shall be designated as chairman of the community referendum committee.

3. Assist each community referendum committee in providing a ballot box for the ballots cast in the referendum.

4. Furnish each community referendum committee with a list of all the persons (owner-operators, share tenants, tenant-renters, and sharecroppers) in the community who were engaged in the production of Burley tobacco during 1937.

5. Deliver to the chairman of each community referendum committee ballot forms, register forms for use by the community referendum committee in tabulating the results in the community, and three or more sets of community summary forms on which to record the summaries of the ballots cast in the community, together with instructions respecting balloting, keeping the registers, tabulating ballots, and certifying the results.

6. See that all appropriate measures are taken to insure that each referendum is conducted by secret ballot.

7. Convene not later than 8:30 a. m., Monday, April 11, 1938, for the purpose of receiving and tabulating the data from community summaries, using the county summary forms for this purpose. Four copies of each county summary showing the county results shall be prepared and certified, two copies of which shall be sent to the State committee not later than 3 days after the date of the referendum, one copy of which shall be posted in a conspicuous place in or near the county office, and one copy of which shall be filed in or near the office of the County Agricultural Conservation Association. One copy of each community summary shall likewise be posted in a conspicuous place in or near the county office.

8. Make an investigation in each case of a controversy respecting eligibility of a voter. Where the ballot is found in a sealed envelope marked "Challenged" by the community referendum committee and bearing the voter's name, the eligibility of such person shall first be determined; and if such person is determined to be eligible the envelope shall be opened and the ballot tabulated on the county summary. If it is determined such person was not eligible to vote, the envelope shall remain sealed and shall be preserved with the ballots as provided in paragraph 9.

9. Seal the voted ballots, register sheets, and community summaries for each county in envelopes or packages (marked "Burley Tobacco Referendum 1938," followed by the name of the county) which shall be kept under lock and key in a safe place under the supervision of the secretary of the County Agricultural Conservation Association for a period of 60 calendar days. If no contest has arisen at the end

of such time the ballots shall be destroyed and the community summaries filed in the county office.

10. Make an investigation in cases of dispute regarding the correctness of the summary of the referendum in a community. No dispute shall be investigated unless it has arisen within 2 days after the date on which the referendum was held. The county committee shall promptly decide the disputed matter and immediately report its findings to the State committee and send by registered mail or deliver in person to the State office all voted ballots, register forms, and community summary sheets involved in the dispute.

B. INSTRUCTIONS TO COMMUNITY REFERENDUM COMMITTEES

The community referendum committee designated by the county agricultural conservation committee shall:

1. Arrange with the assistance of the county committee for conducting by secret ballot a referendum of all eligible Burley tobacco farmers tendering ballots within the hours for receiving same.

2. Assist the county committee in giving public notice of the time and place for casting ballots to farmers at least 5 days in advance of the date on which the referendum will be held.

3. Provide a place where each farmer eligible to vote can prepare and cast a ballot without interference and without anyone's seeing how he votes.

4. Open the polls not later than 9 a. m. on Saturday, April 9, 1938.

5. See that no device is used whereby any voter's ballot may be identified (except as provided in par. 11 below in the case of a challenged ballot); and instruct each voter to fold his ballot before placing it in the ballot box.

6. Provide ballot boxes where ballots may be deposited. Any container so arranged that ballots cannot be seen or removed without breaking seals on the container will be suitable. If strip adhesive paper or similar seals are used, such seals should be signed or initialed so that breaking or replacing the seal will affect or destroy the identifying marks.

7. Hold the referendum in a fair and unbiased manner and explain to eligible farmers making inquiry the procedure to be followed in casting their ballots.

8. Issue one ballot to each eligible voter requesting it.

9. See that all appropriate measures are taken to insure that the referendum is conducted by secret ballot.

10. Record on the register of ballots the name and address of each farmer to whom a ballot is issued.

11. Issue a ballot to each person who claims a right to vote, even though his right to vote has been challenged by the community referendum committee. Such ballot, after being marked by the challenged voter, shall be placed in a sealed envelope bearing the name of the voter, the notation "Challenged," and the reason for the challenge. The sealed envelope containing the challenged ballot shall be placed in the ballot box and the name of each farmer whose vote is challenged shall be listed at the bottom of the register of ballots.

12. Stop receiving ballots at 7 p. m. on the date of the referendum.

13. Tabulate and record the results on the community summary sheet after closing the polls. The number of challenged ballots cast and sealed in envelopes shall be entered on the community summary sheet in the space provided but shall not be entered as being either for or against the marketing quota. If any ballots are found to be mutilated and cannot be entered as being either for or against the marketing quota the number should be entered in the space provided.

14. Sign the register and community summary forms and certify to their accuracy.

15. Seal the register and community summary forms, and the unused ballots, in envelopes provided for that purpose and deliver them to the county committee not later than 12 o'clock noon, Monday, April 11, 1938. The chairman of the community referendum committee shall be responsible for the safe delivery of the forms and ballots.

16. Post one copy of the community summary in a conspicuous place at the polls.

C. INSTRUCTIONS TO STATE COMMITTEES

The State committee shall be responsible for and in charge of the referendum in the State and it shall:

1. Summarize on State tabulation forms all county summaries and forward to the applicable regional director, Agricultural Adjustment Administration, Washington, D. C., two certified copies of each summary for the State, not later than 7 days after the day of the referendum. One copy of each such report shall be filed in the State office of the Agricultural Adjustment Administration. Should one sheet for each report prove insufficient for listing the information with respect to all counties in the State, additional copies of each State tabulation form may be used as continuation sheets, in which case the totals should be entered on the last page only.

2. Make an investigation of any report from any county regarding controversies, irregularities, or the correctness of reports of the referendum, not later than 7 days after the date of the referendum.

3. Forward to the applicable regional director its findings in such cases.

D. ELIGIBILITY AND GENERAL PROVISIONS

Official and final tabulation of the results of the referendum will be made by the Agricultural Adjustment Administration and the result of the referendum will be announced as soon as the Secretary of Agriculture has determined that such tabulations of the results are correct. State and county committees are at liberty to give to the press unofficial reports of the total "Yes" and total "No" votes in referendum in the State or county.

Only farmers who were engaged in the production of Burley tobacco in 1937 are eligible to vote in the referendum. Any person who shared in the proceeds of the 1937 Burley tobacco crop as landowner, operator, share-tenant, or sharecropper shall be considered as engaged in the production of Burley tobacco.

No farmer (whether an individual, partnership, corporation, firm, association, or other legal entity) shall be entitled to more than one vote in referendum, even though he may have been engaged in 1937 in the production of Burley tobacco in two or more communities, counties, or States.

If a community referendum committee determines that a producer residing in the community within the jurisdiction of that committee is eligible to vote by reason of having been a Burley tobacco farmer in 1937 in another community, the committee may issue a ballot form to him and permit him to cast a ballot, provided the committee also determines that such farmer has not previously cast a ballot in another community. If the committee cannot so determine, the committee shall "Challenge" the ballot as heretofore outlined.

There shall be no voting by proxy or agent but a duly authorized officer of a corporation, firm, association, or other legal entity shall be allowed to cast its vote.

In case several persons, such as husband, wife, and children, participated in the production of Burley tobacco in 1937 under a lease or sharecropping agreement, only the person or persons who signed or entered into the lease or sharecropping agreement shall be eligible to vote.

In the event two or more persons engaged in producing Burley tobacco in 1937 jointly, in common, or in community, each such person is entitled to vote.

If the Secretary of Agriculture deems it necessary, any report of any community referendum committee, county committee, or State committee shall be reexamined and rechecked by such persons or agencies as the Secretary may designate and a report to him made thereon.



Done at Washington, D. C., this 28th day of March, 1938.
Witness my hand and the seal of the Department of
Agriculture.

H. Wallace
Secretary of Agriculture.

THE UNIVERSITY OF CHICAGO
DEPARTMENT OF THE HISTORY OF ARTS
OFFICE OF THE CURATOR OF THE MUSEUM OF ARTS
CHICAGO, ILLINOIS
JANUARY 10, 1907
TO THE DIRECTOR OF THE METROPOLITAN MUSEUM OF ARTS
NEW YORK
SIR,
I have the honor to acknowledge the receipt of your letter of the 27th inst. in relation to the loan of the
statue of the Virgin Mary, which was loaned to the Museum of Art in Chicago in 1893. I am
pleased to hear that the statue is still in your possession and that it is being
used for the purpose of illustrating the history of art. I am sure that the
statue will be a valuable addition to the collection of the Metropolitan Museum of Art.
I am, Sir, very respectfully,
Yours truly,
J. H. Thompson
Curator of the Museum of Art, Chicago

Very truly,
J. H. Thompson
Curator of the Museum of Art, Chicago



